



Anti-bullying Policy

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| Applicable to | All students |
| Ratified by | Local Governing Body |
| Valid from | Feb 2022 |
| Review date | Feb 2025 |

1. Statement of Intent

We are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our Academy. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively. We are a **telling** Academy. This means that anyone who knows bullying is happening are expected to tell the staff.

2. Objectives of this Policy

All governors, teaching and support staff, students and parents should have an understanding of what bullying is.

- All governors, teaching and support staff should know what the Academy policy is on bullying and follow it when bullying is reported.
- All students and parents should know what the Academy policy is on bullying and what they should do if bullying occurs.
- As an Academy we take bullying seriously. Students, staff and parents should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

3. What is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. This is a direct conflict with a specific target and therefore although victim is used throughout this policy this may be interchanged with the word target.

Bullying can be:

- Emotional – being unfriendly/excluding/tormenting (e.g. hiding books/threatening gestures).
- Physical – pushing/kicking/hitting/punching/any other use of violence.
- Racist – racial taunts/graffiti/gestures.
- Sexual – unwanted physical contact/sexually abusive comments.
- Homophobic – because of or focusing on the issue of sexuality.
- Sectarian – sectarian taunts/graffiti.
- Verbal – name calling/sarcasm/spreading rumours/teasing
- Cyber – all areas of the internet, such as email & social networking. Threats via mobile (texts/calls). Misuse of associated technology i.e. camera/video facilities.
- Peer on Peer Abuse – any form of abuse between children and within children's relationships.

4. Why is it Important to Respond to Bullying?

Bullying hurts, nobody deserves to be a victim of bullying. Everybody has the right to be treated with respect. Students who are bullying need to learn different ways of behaving. It can leave an effect upon relationships for the rest of the victim's life affecting their self-esteem

In line with Safeguarding and Child Protection the Academy makes it clear that peer on peer abuse should never be tolerated or passed off as 'banter' or part of growing up. Peer on peer abuse may include sexting and other forms of online and social media interaction between students. Peer on peer may be between males or females and could reflect gender issues.

The Academy has a responsibility to respond promptly and effectively to issues of bullying which occur within the Academy.

Where there are concerns regarding sexual violence and sexual harassment between students the statement of procedure should be followed.

5. Signs & Symptoms

A child may indicate that he/she is being bullied by signs or behaviour. Adults should be aware of these possible signs and they should investigate if a child:

☐ is frightened of walking to or from school

- doesn't want to go on the school/public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn/anxious or lacking in confidence
- starts stammering
- attempts or threatens running away
- attempts or threatens suicide
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or damaged books
- has possessions which are damaged or 'go missing'
- asks for money or starts to steal money (for the bully)
- has dinner or other monies continually 'lost'
- has unexplained cuts/bruises
- comes home starving (money/lunch has been stolen)
- becomes aggressive/disruptive/unreasonable
- is bullying other children or siblings
- stops eating

- is frightened to say what is wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous/jumpy when a cyber-message is received

These signs and behaviours could indicate other problems but bullying should be considered a possibility and should be investigated.

6. Procedures

- Report bullying incidents to staff.
- All incidents reported will be recorded by staff on Go 4 Schools.
- In serious cases, parents should be informed and will be asked to come in for a meeting to discuss the problem.
- If necessary and appropriate, police will be consulted.
- The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly.
- An attempt will be made to help the bully/bullies change their behaviour.
- Bullying outside Academy premises to such an extent as is reasonable will be investigated and acted upon.
- Sanctions will be given to students who are found to be displaying bullying behaviour or bullying another student. The sanctions will be in line with our behaviour policy and starting with a restorative based conversation aimed at repairing the relationship.

The Academy's view is that parents should be monitoring their child's use of the internet outside of the Academy. However, if the Academy becomes aware of serious abuse of a student or a member of staff on the internet, the Academy may contact parents and take disciplinary action, even if the offence occurred outside of the Academy. Outside agencies may be involved if the internet abuse is a civil matter and the victim decides to press charges.

Consideration must also be given to the Safeguarding and Child Protection Policies and the Equality Act 2010.

7. Outcomes

- The bully/bullies may be asked to genuinely apologise. Other consequences may take place by applying disciplinary measures.
- In serious cases, suspension or exclusion will be considered.
- If possible, the students will be reconciled.
- Support will be offered.
- After the incident(s) have been investigated and dealt with, each case will be monitored to ensure the bullying is not repeated.

8. Prevention

We will use various methods for helping children prevent bullying. As and when appropriate, these may include:

- a strong ethos in the Academy which promotes tolerance and respect, including respect for difference and diversity
- positive leadership from senior staff on how bullying is to be dealt with within the school
- a planned approach in curriculum and tutorial programmes to the issue of bullying in a context which promotes self-esteem and confident relationships
- assemblies, tutor time, lessons and ERA day's will be utilised to convey the procedures so that pupils are aware of what to do if bullying takes place, how to report it, and how to deal with bullying incidents
- pupils will be taught strategies to help them deal with bullying situations they may encounter
- students will have class discussions about dealing with friendship issues during tutor time and during oracy tasks allowing pupils to explore issues of equality, discrimination and oppressive behaviour
- pupils being shown how to develop the skills, attitudes and knowledge to question behaviour that disadvantages individuals or groups
- teachers using conflict of opinion and values to further the learning of pupils, developing in pupils an understanding that not all conflicts can be resolved to everyone's satisfaction
- teachers encouraging pupils to listen and to empathise with others and to be appropriately assertive
- pupils being taught about a wide spectrum of relationships and how they need to learn to develop them, with the main emphasis on how friendships grow and are sustained
- peer support will be emphasised where pupils' listening, social skills and self-respect will be developed
- regular training for all staff to raise and maintain awareness, to alert them to indicators which may suggest bullying, and to equip them with ways of responding to it
- periodic consultation of pupils to find out what bullying occurs, when, where and by whom
- confidential and varied means for alerting the Academy to current instances of bullying
- efficient patrolling by staff and prefects of the Academy site, especially toilets, lunch queues and secluded areas, and their presence at the Academy gates at the beginning and end of the day
- no access to social media sites via the Academy networks ☒ mobile phones banned from being used on the Academy site during the Academy day (other than for Sixth Form pupils)
- encouragement of the responsible use of social media sites outside of the Academy

9. APPENDIX A

Advice for parents and carers on cyberbullying

Who is this advice for?

This advice is for parents and carers about cyberbullying. It provides advice and information about how they can protect their child from cyberbullying and how to tackle it if it happens.

Overview

Cyberbullying is bullying that takes place using technology. Whether on social media sites, through a mobile phone, or gaming sites, the effects can be devastating for the young person involved. There are ways to help prevent a child from being cyberbullied and to help them cope and stop the bullying if it does happen.

Parents and carers need to be aware that most children have been involved in cyberbullying in some way, either as a victim, perpetrator, or bystander. By its very nature, cyberbullying tends to involve a number of online bystanders and can quickly spiral out of control. Children and young people who bully others online do not need to be physically stronger and their methods can often be hidden and subtle.

Cyberbullying can also involve adults; even though technology has provided wonderful opportunities for both teaching and learning, it has led to some teachers becoming the victims of internet messaging that undermines or ridicules them. It is important that parents make clear that this is not acceptable behaviour and lead by example. What was once a conversation at the school gate between small groups of parents and carers can now become a conversation with perhaps hundreds of “friends” on social networking sites, permanent, with a large audience, and easily shared. Whilst parents and carers have the right to be critical of decisions made by schools, or even individual staff members, they should raise concerns in an appropriate way and not become abusive, or libellous. Open conversations on social networking sites are not private and can easily be reported to school staff, even if it was not the intention to share their views directly.

Social networking

Young people routinely access social media and much of their social lives are online. This can create a false sense of security; for example chatting online feels different from chatting face to face. It can be easier to say and reveal things that wouldn't be said face to face; be cruel, aggressive or flirtatious. It is important for young people to remember that there are offline consequences to online behaviour.

Comments intended to be funny can often be misinterpreted online whereas if said face to face they could be acceptable as facial expressions, body language, tone of voice and context all help to ensure that comments are taken the right way. This is not the case online. We also know that increasingly younger children are signing up to social network sites and may not have the maturity to handle their online identity in a safe and responsible way.

Social networking can increase existing social pressures and reinforce a sense of isolation; for instance by people purposefully not liking a young person's status update or photo so they seem unpopular, or by excluding them from group chats. Online bullying often involves a large audience and this increases the pressure.

Parents and carers need to understand the way young people communicate with others, and the potential risks. Asking their child simply not to use technology is not a realistic way to prevent or react to cyberbullying. Internet Matters provides an overview of cyber-bullying in more detail and NSPCC - bullying and cyberbullying prevention

Parents and carers have a challenging job. They need to know what their children are doing online and also help them to do it in a safe way. With technology changing on a day-to-day basis, the best way to stay informed is for parents to be involved. Thinkuknow provides helpful tips on letting your child teach you.

Set boundaries

A good way to supervise children's internet access and set boundaries about what they can and cannot do online is to create an agreement with them. If a child breaks the rules, restrict internet access for an agreed period of time. Thinkuknow provides helpful tips on agreeing and setting boundaries.

Ensure you use the privacy settings, parental controls and built in internet safety features provided by the major internet service providers. The UK Safer Internet Centre has guides for parental controls.

For parents and carers experiencing any internet safety issues with their children, The Parent Zone provides a national helpline service at - help@theparentzone.co.uk and The Parent Zone – help.

Being involved and talking to children

Social Networks have a minimum age restriction, usually age thirteen. Parents should talk to their children about the reasons behind the age restriction as they are there for a reason.

Accessing such sites too early can expose children to unnecessary bullying.

It is also very important to ensure children and young people feel comfortable about telling their parents things that have happened online. Talking to their children will help parents to understand the ways in which they are using the internet, social media and their mobile phone.

Talking to children about responsible behaviour is important as sometimes children who are victims of cyberbullying may also be involved in cyberbullying others. Ensure they know they can go and talk to an adult or parent if they are being bullied and need support. How parents talk to their children will depend on their age. Childnet gives more detailed information about talking to your child and antibullyingpro provides practical advice for parents.

Advice for children

The following are some things that parents may wish to consider teaching their children about using the internet safely:

- Make sure you use the privacy settings.
- Always respect others – be careful what you say online.
Be careful what pictures or videos you upload. Once a picture is shared online it cannot be taken back.

Only add people you know and trust to friends/followers lists online. When talking to strangers, keep your personal information safe and location hidden.

- Treat your password like your toothbrush – keep it to yourself and change it regularly.
- Block the bully – learn how to block or report someone who is behaving badly.

- Do not retaliate or reply to offending e-mails, text messages or online conversations.
- Save the evidence. Always keep a copy of offending e-mails, text messages or a screen grab of online conversations and pass to a parent, a carer or a teacher.
- Make sure you tell an adult you trust, for example, a parent, a carer, a teacher, or the anti-bullying coordinator or call a helpline like Childline on 08001111 in confidence.
- Most social media services and other sites have a button you can click on to report bullying. Doing this can prevent a bully from targeting you and others in the future. Many services take bullying seriously and will either warn the individual or eliminate his or her account.
- While you are on your mobile phone make sure you also pay attention to your surroundings.

Possible signs of cyberbullying

It is not always easy to spot the signs of cyberbullying as it can happen all the time, which is a feature that makes it different from other forms of bullying. Be alert to a change in your child's behaviour, for example:

- Being upset after using the internet or their mobile phone;
- Unwilling to talk or secretive about their online activities and mobile phone use.
- Spending much more or much less time texting, gaming or using social media.
- Many new phone numbers, texts or e-mail addresses show up on their mobile phone, laptop or tablet.
- After texting or being online they may seem withdrawn, upset or outraged.
- Not wanting to go to school and/or avoiding meeting friends and school mates.
- Avoiding formerly enjoyable social situations.
- Difficulty sleeping.
- Low self-esteem.

What to do if you suspect a child is being cyberbullied

If you suspect a child or young person is being harassed or bullied either over the internet or via mobile phone, ask them to give you details. If your child tells you that someone is bothering them online, take it seriously. Offer practical as well as emotional support. Print out the evidence for future reference. Talk to a teacher at your child's school if other pupils at the schools are involved. The Parent Zone-Top tips if your child is being bullied.

Support for children who are bullied

School staff should support all pupils who are bullied and develop strategies to prevent bullying from happening. Children and young people who have been a victim of images or videos of a sexual nature being uploaded and shared will be particularly vulnerable and affected by bullying the Department has produced advice for schools, available at supporting bullied children. Cyberbullying on social networks can be upsetting and really knock their confidence. Childline has produced guidance for young people on building their confidence after online bullying available at: Childline - Building confidence after online bullying.

It is also important to involve your child in resolving the issues as this can help to strengthen their self-confidence and restore a sense of emotional safety.

The Anti-Bullying Alliance has helpfully put together a fact sheet outlining the range of support that is available to schools, parents, carers and young people from the anti-bullying sector advice and support from the anti-bullying sector.

Facebook has produced a support sheet Empowering Parents and Families which gives guidance on what to do if you child is being bullied.

Useful Resources

Getting offensive content taken down

If online content is upsetting and inappropriate, and the person or people responsible are known, you need to ensure they understand why the material is unacceptable or offensive and request they remove it.

If the person responsible has not been identified, or refuses to take down the material you should contact the social networking site directly to make a report and request the content is taken down. The material posted may be in breach of the service provider's terms and conditions of use and can therefore be removed.

Some service providers will not accept complaints lodged by a third party. In cases of mobile phone abuse, where the person being bullied is receiving malicious calls and messages, the account holder will need to contact the provider directly.

Before you contact a web service provider, it is important to be clear about where the content is, for example by taking a screen shot of the material that includes the web address. If you are requesting they take down material that is not illegal, be clear to point out how it breaks the site's terms and conditions. Where the material is suspected of being illegal you should contact the police directly.

NSPCC Netware: Your guide to the social network your kids use – stay up to date and keep your child safe in today's digital world stay up to date and keep your child safe in today's digital world.

| Social networking site | Useful links |
|------------------------|---|
| Ask.fm | Read Ask.fm's 'terms of service' Read Ask.fm's safety tips Reporting on Ask.fm: You do not need to be logged into the site (i.e. a user) to report. When you move your mouse over any post on someone else's profile, you will see an option to like the post and also a drop down arrow which allows you to report the post. |
| BBM | Read BBM rules and safety |
| Facebook | Read Facebook's rules Report to Facebook Facebook Safety Centre |
| Instagram | Read Instagram's rules Report to Instagram Instagram Safety Centre |
| Kik Messenger | Read Kik's rules Report to Kik |

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| | Kik Help Centre |
| Snapchat | Read Snapchat rules Report to Snapchat Read Snapchat's safety tips for parents |
| Tumblr | Read Tumblr's rules Report to Tumblr by email If you email Tumblr take a screen shot as evidence and attach it to your email |
| Twitter | Read Twitter's rules Report to Twitter |
| Vine | Read Vine's rules Contacting Vine and reporting |
| YouTube | Read YouTube's rules Report to YouTube YouTube Safety Centre |

Mobile phones

All UK mobile phone providers have malicious or nuisance call, text or picture message centres set up and have procedures in place to deal with such instances. They will help you to change the number of the person being bullied if necessary. If you want to prosecute the perpetrator contact the police. The mobile provider will work closely with the police and can usually trace calls for them.

Some service providers such as Vodafone produce annual magazines for parents and carers (Digital Parenting), giving information and top tips for keeping your children safe online including cyberbullying.

Service providers

| Service Provider | From your mobile | Pay as you go | Pay monthly contracts |
|------------------|------------------|---------------|-----------------------|
| O2 | 4445 or 202 | 08705 678 678 | 0870 241 0202 |
| VodaFone | 191 | 03333 040 191 | 03333 048 069 |
| 3 | 333 | 08433 733 333 | 08433 733 333 |
| EE | 150 | 0800 956 6000 | 0800 956 6000 |
| Orange | 150 | 07973 100 450 | 07973 100 150 |
| T-Mobile | 150 | 07953 966 150 | 07953 966 150 |
| Virgin | 789 | 0345 6000 789 | 0345 6000 789 |
| BT | | 08000 328 751 | 08000 328 751 |

Organisations that provide support to parents and carers and children:

- The Anti-Bullying Alliance
- CEOP
- Childline
- Childnet
- The Diana Award
- Internetmatters
- Kidscape
- Get connected

- NSPCC
- The Parent Zone
- Thinkuknow
- Young Minds
- UK Safer Internet Centre

As students grow up in an increasingly complex world it is important for them to understand e-safety and the importance of responsible and safe use of IT in keeping them safe from exploitation, bullying and radicalisation.

All students at Montsaye Academy are entitled to be treated equally, regardless of age, disability, gender (or its reassignment), race, religion or belief, sex or sexual orientation.